

SRI VENKATESWARA INSTITUTE OF MEDICAL SCIENCES, TIRUPATI

Dr.V.Subhadra Devi
M.S.,
Controller of Examinations



Roc.No.SVIMS/CE/48/CC/2008

Dt.26.11.2015

NOTIFICATION

All the candidates who applied for permanent degree/Diploma/Certificates courses certificates are requested to receive the certificates at the 6th convocation function to be held on **2nd December, 2015 at 2.30 P.M. at TTD's Mahathi Auditorium, near Town Club Circle, Tirupati.**

The instructions to be followed are as given under:

- 1) **To wear admission pass compulsorily, otherwise the candidates will not be permitted to enter into the auditorium.** The admission pass can be collected from 12.30 P.M onwards on 02.12.2015 at the mini auditorium of the Mahathi Auditorium.
- 2) Before entering into the auditorium, the candidates have to wear gowns which are available in the mini auditorium on payment of Rs.100/- towards rental charges and Rs.200/- towards caution deposit. The caution deposit will be refunded after handing over the gowns in the concerned counters. **Please ensure that correct denomination of Rs.300/- may please be paid at the concerned counters.**
- 3) **The candidates are requested to be present by 12.30 P.M, to wear gowns and to gather course wise for group photo at 1.30 P.M. before the main entrance of the auditorium.**
- 4) **All the awardees are requested to be seated in the respective allotted seats in the Auditorium before 2.00 P.M.** The seat allotted for each candidate is indicated in the admission pass.
- 5) All the candidates will be provided one booklet on convocation procedure at the auditorium. **The candidates are requested to kindly go through the entire booklet and act as per the instructions given in the booklet.**
- 6) On procession entering the convocation hall, all the candidates **shall rise and remain standing** until all the dignitaries take their seats on the dais and also **shall rise and remain standing** until the procession leaves the Auditorium after the convocation function.
- 7) Whenever the Dean announces to stand, the concerned candidates receiving degrees/diplomas/certificates/medals/merit certificates **shall rise and remain standing** until the process is over.
- 8) All the candidates are requested to keep their cell phones switched off during the convocation function.

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